



BOARD OF DIRECTORS

In-Person Meeting with Call-In Option

AGENDA - Thursday, August 27, 2020 at 1:45 p.m.

The ACOG BOD meeting will be held at the physical location of 4205 N. Lincoln Blvd., Oklahoma City, OK. The ACOG Board Room will be set up in a classroom style arrangement to observe social distancing guidelines. **There will be no virtual options for this meeting;** however, if you choose to attend the meeting via conference call, **a call-in option will be available.**

To join this meeting via telephone, please dial: **1-877-885-3221**

When prompted, type in Participant Code: **9543977**

If you are a Board or Committee member and join the meeting via the telephone, please state your name and entity when you enter the meeting.

To follow social distancing, we encourage the public to join the meeting via telephone.

The phones will remain live during the entire meeting for voting, along with the ability to ask questions and make comments. If you join the meeting by phone, please mute your speaker phone to reduce feedback.

Agenda items requiring a vote: once a motion is made and seconded, the Chairperson will ask for a vote. If you are joining by telephone, your vote will be taken first by the Chairperson, then those present at the physical location will vote.

If you are not an ACOG BOD member and wish to sign up to speak during the Public Comments from Citizens or Delegations, please text or email your comments by 5 p.m Wednesday, August 26, to 405-760-5913 or conference@acogok.org. Citizen participants will be requested to mute their phones during the meeting. When the ACOG BOD reaches the Public Comments from Citizens or Delegations, the Chairperson will call each name in the order in which the names were received. Each citizen or delegate will have three minutes to present their question.

If you have technical difficulties dialing in with the Call-in Option, please text 405-436-6261 and explain your current situation.

If your meeting does not begin at its scheduled time, a meeting organizer will dial-in to inform those waiting on the conference call of an approximate time the meeting might begin.



ACOG BOARD OF DIRECTORS

Chair

Steven J. Gentling
Guthrie Mayor

Vice-Chair

David Bennett
The Village Mayor

Secretary/Treasurer

Josh Moore
Edmond Councilmember

Executive Director

Mark W. Sweeney, AICP

association of central oklahoma governments

4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | acogok.org

ACOG BOD AGENDA:

THURSDAY, AUGUST 27, 2020, 1:45 P.M.
OR IMMEDIATELY FOLLOWING THE ITPC MEETING



acog

THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS WILL HOLD A COMBINATION **IN-PERSON AND CALL-IN** REGULAR MEETING ON THURSDAY, AUGUST 27, IN THE ACOG BOARD ROOM, 4205 N. LINCOLN BLVD., OKLAHOMA CITY, OKLAHOMA.

PLEASE NOTIFY ACOG AT 405-234-2264 (TDD/TTY CALL 7-1-1 STATEWIDE) BY 5 P.M. MONDAY, AUGUST 24, IF YOU REQUIRE ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT OR SECTION 504 OF THE REHABILITATION ACT.

AGENDA

1. CALL TO ORDER ([ATTACHMENT 1](#))
2. APPROVAL OF THE JUNE 25, 2020 MINUTES ([ATTACHMENT 2](#))
3. COMMUNICATIONS:
 - A. CHAIRMAN'S REPORT
 - B. EXECUTIVE DIRECTOR'S REPORT
4. HEARING OF DELEGATIONS OR CITIZENS

BEGINNING OF CONSENT DOCKET

5. CONSENT DOCKET:

INFORMATION: Requires a motion to approve, with a second, that all items under the Consent Docket be considered in one vote. When there are amended claims or any other amended consent docket item(s), the motion to approve should include “with the amendment(s).”

- A. Finance Report – July and August 2020 Claims – Deborah Cook, Finance Director ([ATTACHMENT 5-A](#)) Action Requested.
- B. Authorization to Extend Peak Uptime Agreement for Hosted Infrastructure and File Backup Service – Julie Smedlund, IT & Facilities Director ([ATTACHMENT 5-B](#)) Action Requested.
- C. Regional Clearinghouse Review and Comment Report – John Harrington, Division Director of Water Resources ([ATTACHMENT 5-C](#)) Action Requested.

INTERMODAL TRANSPORTATION POLICY COMMITTEE REPORT

The attachment for the following Item D-1 is also included in the [ITPC Agenda](#) as D-1.
Requesting approval of the following ITPC recommendation:

- D. Regular ITPC Agenda Action Item
 - 1. Modifications to the STBG-UZA Project Scoring Criteria and STBG-UZA Procedures - Hayden Harrison, Program Coordinator
Action Requested.

THIS CONCLUDES THE INTERMODAL TRANSPORTATION POLICY COMMITTEE REPORT.

END OF CONSENT DOCKET

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE ACOG BOD ACTION

- A. ACOG Action Plan for the EDA CARES Act Supplemental Funding Award - Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-A](#)) For information only.
- B. MyGovernmentOnline Agreement - Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-B](#)) Action Requested.

7. NEW BUSINESS

8. ADJOURN

NEXT MEETING:

Thursday, September 24, 2020 at 1:45 p.m.

ATTACHMENT 1

ACOG BOARD OF DIRECTORS

CITY/ORGANIZATION	MEMBERS	ALTERNATES
BETHANY (8)	Hon. Chris Powell Councilmember	Hon. Kathy Larsen Councilmember
		Hon. K. P. Westmoreland Mayor
CALUMET (1)	Hon. Robert B. Wallace Trustee	Hon. Steve Snow Trustee
CHOCTAW (6)	Hon. Mike Birdsong Councilmember	Hon. Roger Malone Vice-Mayor
CRESCENT (1)	No Designee	Vacant
DEL CITY (9)	Hon. Floyd Eason Mayor	Hon. Pam Finch Councilmember ----- Hon. Michael Dean Councilmember
EDMOND (33)	Hon. Josh Moore Councilmember	Hon. Daniel P. O'Neil Mayor
EL RENO (8)	Hon. Matt White Mayor	Hon. Tim Robinson Councilmember
FOREST PARK (1)	No Designee	Vacant
GEARY (1)	Hon. Warren G. Carter Councilmember	Hon. Tabbitha Kiener Councilmember ----- Hon. Bobby Allen Mayor
GUTHRIE (5)	Hon. Steven J. Gentling Mayor	Hon. Jeff Taylor Councilmember
HARRAH (3)	Hon. Kim Bishop Vice-Mayor	Hon. Tom Barron Councilmember
JONES CITY (2)	Hon. Ray Poland Mayor	Vacant
LANGSTON CITY (1)	Hon. Sheila Stevenson Mayor	Hon. Magnus Scott Trustee ----- Hon. Linda Williams Trustee
LEXINGTON (1)	Hon. Mike Donovan Councilmember	Hon. Max Punneo Vice-Mayor

ACOG BOARD OF DIRECTORS (Cont.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
LUTHER (1)	Hon. Jenni White Mayor	Hon. Brian Hall Trustee
		Hon. Terry Arps Trustee
MIDWEST CITY (23)	Hon. Matt Dukes Mayor	Hon. Pat Byrne Councilmember ----- Hon. Christine Allen Councilmember
MOORE (25)	Hon. Mark Hamm Councilmember	Hon. Glenn Lewis Mayor ----- Any Moore Councilmember
MUSTANG (9)	Hon. Brian Grider Vice Mayor	Hon. Michael Ray Councilmember
NICHOLS HILLS (2)	Hon. Peter Hoffman Vice Mayor	Vacant
NICOMA PARK (1)	Hon. Brian Foughty Mayor	Hon. Mike Czerczyk Vice Mayor
NOBLE (3)	Hon. Marge Hill Councilmember	Hon. Gail Hatfield Councilmember ----- Hon. Dianne Gray Councilmember
NORMAN (37)	Hon. Breea Clark Mayor	Hon. Stephen T. Holman Councilmember
OKARCHE (1)	Hon. Joe Frisby Trustee	Hon. Jeff Sadler Trustee
OKLAHOMA CITY (112)	Hon. Todd Stone Councilmember	Any Oklahoma City Councilmember
PIEDMONT (4)	Hon. Kevan Blasdel Councilmember	Hon. Melissa Ashford Councilmember ----- Hon. Austin Redus Councilmember
PURCELL (3)	Hon. Ted Cox Mayor	Hon. Danny Jacobs Vice Mayor ----- Hon. Mike Pollok Councilmember
SLAUGHTERVILLE (2)	Hon. Ronnie Fulks Trustee	Hon. Steve Easom Mayor

ACOG BOARD OF DIRECTORS (Cont.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
SPENCER (2)	Hon. Frank Calvin Mayor	Hon. Jim Scanlan Vice Mayor ----- Hon. Kerry Andrews Councilmember
THE VILLAGE (4)	Hon. David Bennett Mayor	Hon. Sonny Wilkinson Councilmember ----- Hon. Cathy Cummings Councilmember
TUTTLE (3)	Hon. Mary Smith Vice Mayor	Hon. Austin Hughes Councilmember
UNION CITY (1)	Hon. Charlie Ross Vice Mayor/Trustee	Hon. Bob McGregor Trustee
VALLEY BROOK (1)	No Designee	Vacant
WARR ACRES (5)	Hon. Jim Mickley Mayor	Hon. Roger Godwin Councilmember ----- Hon. John Knipp Councilmember
YUKON (11)	Hon. Shelli Selby Mayor	Hon. Rick Cacini Councilmember
CANADIAN COUNTY (2)	Hon. Marc Hader Commissioner	Hon. Jack Stewart Commissioner ----- Hon. David Anderson Commissioner
CLEVELAND COUNTY (2)	Hon. Rod Cleveland Commissioner	Hon. Darry Stacy Commissioner ----- Hon. Harold Haralson Commissioner
LOGAN COUNTY (2)	Hon. Marven Goodman Commissioner	Hon. Michael Pearson Commissioner ----- Hon. Monty Piercy Commissioner
OKLAHOMA COUNTY (2)	Hon. Carrie Blumert Commissioner	Hon. Brian Maughan Commissioner ----- Hon. Kevin Calvey Commissioner
TINKER AIR FORCE BASE (Associate Member)	No Designee	Cathy R. Scheirman Base Civil Engineer

ATTACHMENT 2

SUBJECT:

MINUTES OF THE ACOG BOARD OF DIRECTORS MEETING

DATE:

JUNE 25, 2020

A combination in-person and call-in regular meeting of the Association of Central Oklahoma Governments Board of Directors was convened at 3 p.m., June 25, 2020 at the Association of Central Oklahoma Governments, in the ACOG Board Room, at 4205 N. Lincoln Blvd., Oklahoma City, Oklahoma. The meeting was held as indicated, by advance notice filed with the Oklahoma County Clerk and by notice posted on the ACOG website at least 24 hours prior to the meeting.

PRESIDING

Hon. Chairman Matt Dukes, Mayor, Midwest City

BOARD MEMBERS PRESENT (IN-PERSON)

Hon. Josh Moore, Councilmember, Edmond
Hon. Steven J. Gentling, Mayor, Guthrie
Hon. Kim Bishop, Vice-Mayor, Harrah
Hon. Sheila Stevenson, Mayor, Langston City
Hon. Magnus Scott, Sr., Trustee, Langston City
Hon. Brian Grider, Vice-Mayor, Mustang
Hon. Peter Hoffman, Vice-Mayor, Nichols Hills
Hon. Kevan Blasdel, Councilmember, Piedmont
Hon. David Bennett, Mayor, The Village
Hon. Rick Cacini, Councilmember, Yukon
Hon. Marc Hader, Commissioner, Canadian County
Hon. Rod Cleveland, Commissioner, Cleveland County

BOARD MEMBERS PRESENT (CALL-IN)

Hon. Danielle McKenzie, Councilmember, Moore
Hon. Todd Stone, Councilmember, Oklahoma City
Hon. Shelli Selby, Mayor, Yukon

ASSOCIATE MEMBER PRESENT

None

BOARD MEMBERS ABSENT

Hon. Chris Powell, Councilmember, Bethany
Hon. Robert B. Wallace, Trustee, Calumet
Hon. Roger Malone, Vice-Mayor, Choctaw
No Designee, Crescent
Hon. Floyd Eason, Mayor, Del City
Hon. Matt White, Mayor, El Reno
Hon. Warren G. Carter, Councilmember, Geary

BOARD MEMBERS ABSENT (continued)

Hon. Ray Poland, Mayor, Jones City
Hon. Max Punneo, Vice-Mayor, Lexington
Hon. Jenni White, Mayor, Luther
Hon. Brian Foughty, Mayor, Nicoma Park
Hon. Marjorie Hill, Councilmember, Noble
Hon. Joe Frisby, Trustee, Okarche
Hon. Breaa Clark, Mayor, Norman
Hon. Ted Cox, Mayor, Purcell
Hon. Ronnie Fulks, Trustee, Slaughterville
Hon. Frank Calvin, Mayor, Spencer
Hon. Mary Smith, Vice Mayor, Tuttle
Hon. Charlie Ross, Vice-Mayor/Trustee, Union City
No Designee, Valley Brook
Hon. Jim Mickley, Mayor, Warr Acres
Hon. Marven Goodman, Commissioner, Logan County
Hon. Carrie Blumert, Commissioner, Oklahoma County

ASSOCIATE MEMBER ABSENT

Cathy R. Scheirman, Base Civil Engineer, Tinker Air Force Base

GUESTS PRESENT

Hon. Wilson Lyles, Commissioner, McClain County
Pete White, ACOG Legal Counsel

GUESTS CALL-IN

Jane Abraham, Community & Government Affairs Manager, City of Oklahoma City

STAFF

Mark W. Sweeney, Executive Director
John M. Sharp, Deputy Director
Beverly Garner, Executive Assistant
Debbie Cook, Director of Finance
Rachel Meinke, Director of Public Information
James Smith, IT Operations Specialist
Jennifer Sebesta, Transportation Planning Services (TPS) Manager
Hayden Harrison, Projects Coordinator II, TPS
Hannah Nolen, Projects Coordinator II, TPS
Eric Pollard, Air Quality & Clean Cities Coordinator, TPS
Angela Hankins, Special Projects Planner, TPS

Mark W. Sweeney, ACOG Executive Director, started the meeting, giving in-person and call-in instructions. He then turned the meeting over to the Chairman.

1. CALL TO ORDER - INTRODUCTION OF GUESTS

The meeting was called to order at 3 p.m. A quorum was present.

2. APPROVAL OF MINUTES - MAY 28, 2020

Director Peter Hoffman made a motion to approve the minutes of the ACOG Board of Directors meeting on May 28, 2020. Director Josh Moore seconded the motion. The motion carried unanimously.

3. COMMUNICATIONS

A. CHAIRMAN'S REPORT

Outgoing Chairman Matt Dukes expressed his appreciation to the ACOG Board of Directors for the time he served as Chairman of the Board. Mayor Dukes recalled certain work successes and achievements over the time he served as Chairman and wished future success to the Board.

Director Peter Hoffman, Nichols Hills, thanked Mayor Matt Dukes for the superb work he accomplished during some challenging times, and thanked him for his leadership. The entire Board applauded the Outgoing Chairman and expressed their gratitude for his service.

B. EXECUTIVE DIRECTOR'S REPORT

Executive Director Mark Sweeney announced that the City of Spencer will be dedicating a new state-of-the-art Brush Pumper Truck that was purchased with the assistance of a \$55,000 REAP Grant provided by ACOG. The "Wetdown" dedication ceremony will be held on Monday, June 29, at 2 p.m. at the Spencer Fire Station located at 8310 NE 36 Street in Spencer, Oklahoma.

Mr. Sweeney said, as requested by several of ACOG's Board members, ACOG will request feedback from our REAP eligible member governments on the preferred funding level for the next round of applications. This feedback will be garnered through a survey questionnaire that will be distributed via email to our local governments in the month of July. A survey results report will be provided to Board members by the first part of August.

Mr. Sweeney announced that the next scheduled in-person City Managers Lunch meeting is set for 12 noon on Wednesday, July 1, in the ACOG Training Room. He said they had been virtual or conference call meetings for the past three months. These meetings, which are hosted monthly by ACOG, provide a great forum for our local city managers and assistant city managers to network and to discuss relevant issues facing our municipalities. He said if their city administrators are not currently attending these valuable meetings, he would encourage the Board members to remind their municipal staff of this opportunity, plus they get a free lunch, courtesy of ACOG.

Mr. Sweeney reminded the Board that, as usual, there will be no Board or Committee meetings in the month of July. He said it should be noted that the next Board and Committee meeting date is set for August 27, which is later than the normally scheduled August meeting date – due to the lack of technical and advisory committee meetings (ITTC, APTAC, BPAC, etc.) being scheduled in the month of July.

Mr. Sweeney recognized the Outgoing ACOG Board and ITPC Chair, Mayor Matt Dukes of Midwest City, and Outgoing Garber-Wellington Association Policy Committee Chair, Councilmember John Brown of the City of Piedmont. He thanked them for their two years of service, with today being their last meeting as officers. He expressed appreciation for their leadership and commitment to the ACOG region.

4. PUBLIC COMMENTS FROM CITIZENS OR DELEGATIONS

There were no comments.

5. CONSENT DOCKET

Requires a motion to approve, with a second, that all items under the Consent Docket be considered in one vote. When there are amended claims or any other amended consent docket item(s), the motion to approve should include, “with the amendment(s).”

- A. Finance Report – June 2020 Claims – Deborah Cook, Director of Finance
- B. July 2020 Budgeted Reoccurring Charges – Deborah Cook, Director of Finance
- C. Regional Clearinghouse Review and Comment Report – John Harrington, Director of Water Resources
- D. Renew Professional Auditing Service Agreement with Arledge & Associates, P.C. – Deborah Cook, Director of Finance, Director of Finance
- E. Renew Transportation Modeling Consultant Services Agreement-John Sharp, Deputy Director
- F. Regular ITPC Agenda Items:
 - 1. Proposed Final FY 2021 OCARTS Area Unified Planning Work Program (UPWP) – Jennifer Sebesta, Transportation Planning Services (TPS) Manager

Consideration of June 2020 claims budgeted for the Association in the amount of \$159,513.32. These claims have been found in order by staff and proper as to form and are recommended for payment. A copy of the June Claims List was included in the agenda packet, as well as the Amended Claims List for June in the amount of \$44,371.72, amending the June Claims List from \$159,513.32 to \$203,885.04.

Director Josh Moore made a motion to approve that all items under the Consent Docket be considered in one vote, and to accept the finance report and approve payment of the June 2020 claims, with amendment(s), against the Association. Director David Bennett seconded the motion. The motion carried unanimously.

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE ACOG BOD ACTION

A. Consideration of FY 2021 ACOG Annual Budget and Work Plan

Executive Director Mark W. Sweeney informed the ACOG Board that the FY 2021 Budget for the Association of Central Oklahoma Governments was being presented to the Board of Directors pursuant to the Agreement Creating ACOG and as recommended by the ACOG Budget Committee. The Budget Committee met in two sessions (June 9 and June 17) to develop their recommendations. He said they recommended the budget document at the meeting on June 17, 2020.

Mr. Sweeney presented the FY 2021 Annual Budget & Work Plan and reviewed the contents throughout, specifically covering Sources of Revenue, Uses of Revenue, Budget Expenditures, Membership Dues Assessment, Fringe Benefits, Indirect Cost Allocation and comparison of FY 2020 and FY 2021 General Fund Balances and also the FY 2021 9-1-1 ACOG Budget.

Mr. Sweeney reviewed each ACOG Division and Department (Transportation Planning Services MPO; 9-1-1 & Public Safety; Administrative Services; Water Resources; and Community & Economic Development). The proposed budget also includes the FY 2021 Membership Dues Assessment and the Fee Schedule for Services requested by non-member public and private entities.

Director Josh Moore made a motion to approve the Budget Committee recommended Fiscal Year 2021 (July 1, 2020 – June 30, 2021) Annual Budget and Work Plan for ACOG. Director Brian Grider seconded the motion. The motion passed unanimously.

B. ACOG Lease Agreement with the Oklahoma County Public Building Authority

Executive Director Mark Sweeney informed the Board that ACOG's lease agreement with our landlord expires June 30, 2020, and ACOG needs to enter into a new lease agreement. The new lease term will commence July 1, 2020, and end June 30, 2021. Therefore, a provision needs to be made for the Executive Director to negotiate and enter into an agreement with the Oklahoma County Public Building Authority to provide for leasehold services for the next 12 months. The total office rental cost for this period will be \$229,800. The reduction in rent from FY 2020 (\$237,804) is due to completion of payments on the building signage and the installation of a new ice machine.

Director Josh Moore made a motion to authorize the Executive Director to negotiate and execute an agreement with the Oklahoma County Public Building Authority to provide for leasehold services for the next 12 months for an amount not to exceed \$229,800. Director Marc Hader seconded the motion. The motion passed unanimously.

C. Oklahoma C-PACE: Property Assessed Clean Energy Financing

Eric Pollard, Air Quality & Clean Cities Coordinator, explained that Commercial Property Assessed Clean Energy (C-PACE) is a financing mechanism designed to encourage energy and water efficiency improvements, renewable energy systems, and building resiliency projects for commercial properties. As a voluntary, open-market financing model, C-PACE allows commercial property owners to secure private low-interest, long-term loans for eligible energy improvements whereby the loan is placed on the property as an assessment and is repaid through the county property tax system. The financing arrangement then remains with the property even if it is sold, facilitating long-term investments in building performance. The longer-term payback allows the efficiency improvements to pay for themselves over time.

An Oklahoma C-PACE program has the potential to support a wide range of ACOG Air Quality, Comprehensive Economic Development Strategy (CEDS), and Central Oklahoma Clean Cities Coalition program goals.

Oklahoma's C-PACE enabling legislation was effective November 1, 2019. In 2020, a C-PACE amendment was approved by the legislature and signed by the Governor. The new law will take effect on November 1, 2020.

Project eligibility and other program guidelines are currently being developed by a stakeholder steering committee led by the Indian Nations Council of Governments (INCOG). ACOG staff is serving on the steering committee.

ACOG members are invited to attend a series of webinars to learn more and provide input on program development.

The first webinar, "C-PACE 101: An Introduction to C-PACE," is scheduled for Wednesday, June 24, at 1 p.m. Another webinar, "Oklahoma C-PACE- Benefits and Implications for Local Government" will be held on July 22 at 1 p.m. Additional information can be found on the INCOG website.

7. NEW BUSINESS

There was no new business.

8. ADJOURN

There being no further business, Chairman Matt Dukes adjourned the meeting at 3:40 p.m.

ADOPTED THIS 27TH DAY OF AUGUST 2020.

CHAIRMAN

SECRETARY-TREASURER

CONSENT DOCKET

ATTACHMENT 5-A

SUBJECT:

FINANCE REPORT – JULY AND AUGUST 2020 CLAIMS

DATE:

AUGUST 27, 2020

FROM:

DEBORAH COOK

Finance Director

INFORMATION:

Consideration of a list of July budgeted recurring expenses paid on August 4, 2020. These expenses (\$273,798.41) were authorized to be paid by the Board at the June 25, 2020 meeting. A copy of the [July Claims List](#) is included for ratification.

Also included in the agenda packet are August claims budgeted for the Association in the amount of \$101,059.50. These claims have been found in order by staff and proper as to form and are recommended for payment. A copy of the [August Claims List](#) is included in the agenda packet.

ACTION REQUESTED:

Motion to ratify payment of the July budgeted recurring expenses paid on August 4 and to authorize payment of the August claims against the Association.

**ACOG CASH STATUS REPORT
FOR THE MONTH ENDED JUNE 30, 2020**

	<u>CHASE OPERATING</u>
Beginning Balance	
<i>June 1, 2020</i>	
Cash	\$ 2,414,774.70
Petty Cash	500.00
Total Beginning Balance	<u>\$ 2,415,274.70</u>
Cash Receipts	
Grants & Contracts	\$ 261,061.78
Memberships	-
Transfers of Funds-Sweep	-
Donations K Bartlett	314.59
Miscellaneous	983.13
Total Cash Receipts	<u>\$ 262,359.50</u>
Cash Disbursements	
Personnel Cost	\$ 218,550.99
<i>(detail next page)</i>	
Donations K Bartlett	314.59
Investment Sweep Fee	-
Claims Expenditures:	203,885.04
<i>(detail next page)</i>	
Total Cash Disbursements	<u>\$ 422,750.62</u>
<i>June 30, 2020</i>	
Cash	\$ 2,254,383.58
Petty Cash	500.00
Total Ending Balance	<u><u>\$ 2,254,883.58</u></u>

SCHEDULE OF GENERAL OPERATING EXPENSES FOR THE MONTH ENDED JUNE 30, 2020

Personnel Cost:

Salaries	122,662.96
Payroll Taxes	56,514.46
Payroll Processing Fees	571.14
Group Health & Life Insurance	21,560.15
Pension Contribution & Expense	14,904.01
EBC Flex Plan Contributions	1,759.99
Garnishments	261.12
United Way Contributions	317.16

Total Operating Personnel Expenditures	<u>\$ 218,550.99</u>
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Claims Expenditures:

Accounting and Auditing	-
Contract Personnel	-
Copiers	790.00
Credit Card Clearing Account	4,505.44
Development and Recruitment	25.00
Equipment & Furniture	2,742.55
Equipment Rental	297.00
Insurance	12,259.15
Internet Service	5,763.93
Legal	3,250.00
Maintenance & Repair - Equipment	725.00
Maintenance & Repair - Software	24,098.00
Mileage	521.59
Miscellaneous-Legislative Lunch	25.96
Office Cleaning	395.00
Office Rent	19,160.00
Office Leasehold Improvements	-
Printing	1,314.00
Professional Dues	-
Projects-UPWP	-
Projects-CMAQ	-
Projects -Clean Cities	-
Projects -911	-
Projects - REAP	110,000.00
Public Education - NTW	-
Public Notice/Advertising	143.57
Publications & Subscriptions	-
Sect 125 Plan Administration	75.00
Subcontracts/Consultants	11,151.65
Supplies	641.75
Supplies - Software	4,465.67
Telephone	1,330.10
Temporary Labor	-
Travel	189.18
Vehicle Expense	15.50

Total Claims Expenditures:	<u>\$ 203,885.04</u>
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**ACOG CASH STATUS REPORT
FOR THE MONTH ENDED JULY 31, 2020**

	<u>CHASE OPERATING</u>
Beginning Balance	
<i>July 1, 2020</i>	
Cash	\$ 2,254,383.58
Petty Cash	500.00
Total Beginning Balance	<u>\$ 2,254,883.58</u>
Cash Receipts	
Grants & Contracts	\$ 74,578.64
Memberships	237,569.00
Transfers of Funds-Sweep	-
Interest/Dividend Earned	-
Miscellaneous	1,277.85
Total Cash Receipts	<u>\$ 313,425.49</u>
Cash Disbursements	
Personnel Cost	\$ 221,098.00
<i>(detail next page)</i>	
Bank Service Charges	-
Investment Sweep Fee	-
Claims Expenditures:	-
<i>(detail next page)</i>	
Total Cash Disbursements	<u>\$ 221,098.00</u>
<i>July 31, 2020</i>	
Cash	\$ 2,346,711.07
Petty Cash	500.00
Total Ending Balance	<u><u>\$ 2,347,211.07</u></u>

Note: July claims were cut August 4, 2020.

SCHEDULE OF GENERAL OPERATING EXPENSES FOR THE MONTH ENDED JULY 31, 2020

Personnel Cost:

Salaries	124,130.50
Payroll Taxes	57,358.20
Payroll Processing Fees	712.64
Group Health & Life Insurance	16,995.16
Pension Contribution & Expense	19,023.37
EBC Flex Plan Contributions	2,299.85
Garnishments	261.12
United Way Contributions	317.16

Total Operating Personnel Expenditures	<u>\$ 221,098.00</u>
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Claims Expenditures:

Accounting and Auditing	-
Contract Personnel	-
Copiers	-
Credit Card Clearing Account	-
Development and Recruitment	-
Equipment & Furniture	-
Equipment Rental	-
Insurance	-
Internet Service	-
Legal	-
Maintenance & Repair - Equipment	-
Maintenance & Repair - Software	-
Mileage	-
Miscellaneous-Legislative Lunch	-
Office Cleaning	-
Office Rent	-
Office Leasehold Improvements	-
Printing	-
Professional Dues	-
Projects-UPWP	-
Projects-CMAQ	-
Projects -Clean Cities	-
Projects -911	-
Projects - REAP	-
Public Education - NTW	-
Public Notice/Advertising	-
Publications & Subscriptions	-
Sect 125 Plan Administration	-
Subcontracts/Consultants	-
Supplies	-
Supplies - Software	-
Telephone	-
Temporary Labor	-
Travel	-
Vehicle Expense	-
Total Claims Expenditures:	<u>\$ -</u>

Note: July claims were cut August 4, 2020.

**At the June 25, 2020 Association of Central Oklahoma Governments
Board of Directors meeting, authorization was given to pay
July budgeted recurring charges.
This list is offered so the Board of Directors may ratify.**

Aspen <i>(Cleaning)</i>	\$ 230.00
AT&T Mobility <i>(Telephone - 9-1-1)</i>	41.24
Bank of America Credit Card <i>(Development, Internet, Supplies)</i>	5,061.36
Bill Warren Office Products <i>(Supplies)</i>	77.98
Camp, Chris <i>(Mileage - 9-1-1)</i>	62.10
Chase Card Services <i>(Catering, Supplies)</i>	599.44
Connex International <i>(Telephone - 9-1-1 \$64.61)</i>	187.51
CriticalComm <i>(Telephone - 9-1-1)</i>	11.00
Dell Marketing LP <i>(Equipment)</i>	7,093.90
Ecointeractive, Inc. <i>(Software)</i>	4,465.67
Electradigital <i>(Internet)</i>	1,499.00

July Claims (Cont.)

First Choice Coffee Service <i>(Supplies)</i>	\$ 257.75
General Mailing Equipment <i>(Supplies)</i>	121.39
Hawkinson, Brent <i>(Travel - 9-1-1)</i>	69.00
Heritage <i>(Printing - 9-1-1 \$ 331.56)</i>	663.10
Impressions Printing <i>(Printing - 9-1-1)</i>	34.95
Insurica <i>(Insurance)</i>	12,185.00
Iron Mountain <i>(Offsite Storage - 4 mo - 9-1-1 \$6.64)</i>	836.39
Management and Enterprise Services <i>(Internet)</i>	196.00
McDonald, Robin <i>(Mileage - 9-1-1 \$4.03)</i>	11.51
Moore, City of <i>(UPWP - Traffic Count)</i>	3,900.00
NEC Cloud Communications America Inc. <i>(Telephone)</i>	440.50

July Claims (Cont.)

NEC Financial Services <i>(Phone System Lease Purchase)</i>	\$ 701.79
Norman, City of <i>(Fleet Conversion Grants)(UPWP Traffic Counts)</i>	119,020.00
Oklahoma City, City of <i>(Fleet Conversion Grant)(UPWP Traffic Counts)</i>	72,870.44
Oklahoma County Public Building Authority <i>(Office Rent)</i>	19,160.00
Oklahoma Municipal League <i>(Professional Dues)</i>	400.00
Pendergraft, Art <i>(Consultant - UPWP)</i>	5,000.00
Peter S White, P.C. <i>(Legal - 9-1-1 \$2,250.00)</i>	5,375.00
Public Safety Group <i>(Institute Training - 9-1-1)</i>	6,400.00
R.K. Black <i>(Shredding)</i>	75.00
Rackspace <i>(Hosting Fee - 9-1-1)</i>	28.90
ROK Global Applications Group, LLC <i>(Hosting - 9-1-1 \$1,398.26)</i>	3,920.00

July Claims (Cont.)

Scout Benefits Group LLC <i>(FSA Benefits Administration)</i>	\$ 75.00
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Standley Systems <i>(Maintenance)</i>	865.00
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Total Compliance Connection, LLC <i>(HR Consultant)</i>	850.00
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Verizon Wireless <i>(Telephone, Internet - 9-1-1 \$21.55)</i>	1,012.49
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TOTAL JULY CLAIMS	<u>\$ 273,798.41</u>
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ATTEST

CHAIRMAN

SECRETARY/TREASURER

BE IT RESOLVED, that on this 27th day of August 2020, the following claims are
approved by the Association of Central Oklahoma Governments; and the
Executive Director and Officers of this Association are directed to pay such claims.

Aspen <i>(Cleaning)</i>	\$ 115.00
Bank of America Credit Card <i>(Development, Internet, Supplies)</i>	3,290.01
CDW Government <i>(Supplies)</i>	289.49
Connex International <i>(Telephone - 9-1-1)</i>	10.42
CriticalComm <i>(Telephone - 9-1-1)</i>	11.00
Dell Marketing LP <i>(Equipment - 9-1-1 \$4,484.25)</i>	10,026.88
Ecointeractive, Inc. <i>(Software)</i>	4,465.67
HRdirect <i>(Supplies)</i>	79.99
Iron Mountain <i>(Offsite Storage - 9-1-1 \$1.66)</i>	205.91
Midwestern Software Solutions <i>(Repairs and Maintenance - Software)</i>	8,490.00

August Claims (Cont.)

NEC Financial Services <i>(Phone System Lease Purchase)</i>	\$ 701.79
Oklahoma Association of Regional Councils <i>(Membership Dues)</i>	4,000.00
Oklahoma City, City of <i>(CMAQ Grant)</i>	37,012.50
Oklahoma County Public Building Authority <i>(Office Rent)</i>	19,160.00
Peak Uptime <i>(Repairs & Maintenance)</i>	6,000.00
Peter S White, P.C. <i>(Legal - 9-1-1 \$2,250.00)</i>	1,812.50
R.K. Black <i>(Shredding - 2 months)</i>	150.00
Rackspace <i>(Hosting Fee - 9-1-1)</i>	28.90
ROK Global Applications Group, LLC <i>(Hosting - 9-1-1 \$1,398.26)</i>	3,920.00
Scout Benefits Group LLC <i>(FSA Benefits Administration)</i>	75.00
Southwest Region Economic Development Association <i>(Membership Dues)</i>	250.00

August Claims (Cont.)

Standley Systems	\$ 790.00
(Maintenance)	

Verizon Wireless	174.44
(Telephone, Internet - 9-1-1 \$21.55)	

TOTAL AUGUST CLAIMS	<u>\$ 101,059.50</u>
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ATTEST

CHAIRMAN

SECRETARY/TREASURER

ATTACHMENT 5-B

SUBJECT:

AUTHORIZATION TO EXTEND PEAK UPTIME AGREEMENT FOR HOSTED INFRASTRUCTURE AND FILE BACKUP SERVICE

DATE:

AUGUST 27, 2020

FROM:

JULIE SMEDLUND
IT & Facilities Director

INFORMATION:

For the past three years, ACOG has had its servers and storage in a cloud environment under a State Contract with Peak Uptime at a cost of \$3,467.55/month. This includes Infrastructure as a Service (IaaS) and Backup as a Service (BaaS). With current storage requirements, we have been able to reduce the 36-month lease extension monthly rate to be ±\$2,597.46.

ACTION REQUESTED:

Motion to authorize the Executive Director to negotiate and execute an extended agreement with Peak Uptime for hosted, cloud infrastructure services for the next 36 months.

ATTACHMENT 5-C

SUBJECT:

REGIONAL CLEARINGHOUSE REVIEW AND COMMENT REPORT

DATE:

AUGUST 27, 2020

FROM:

JOHN HARRINGTON

Division Director of Water Resources

INFORMATION:

The following projects have been reviewed through the Clearinghouse review process by staff during the past two months. Final comment letters have been submitted to the applicants.

Date Reviewed	ID#	Agency & Project
June 22, 2020	ID#F222001	Ms. Tiffany Schwimmer Financial Manager/Comptroller Oklahoma Department of Environmental Quality Oklahoma Refining Company Operable Unit 2
June 23, 2020	ID#F232001	Ms. Taima Rolle, Budget Analyst Administrative Services Division Department of Environmental Quality Oklahoma National Air Toxics Trend Station
July 7, 2020	ID#G72001	Mr. Jeff Myers Regulatory Program Manager Oklahoma Corporation Commission OCC Multipurpose Grant Work
July 22, 2020	ID#G222001	Mr. Jack Heiser Myers Engineering Guthrie Water System Improvements
August 10, 2020	ID#H102001	Ms. Taima Rolle, Budget Analyst Administrative Services Division Department of Environmental Quality MPG Workplan Mobile Lab
August 10, 2020	ID#H102002	Ms. Tiffany Schwimmer Financial Manager/Comptroller Oklahoma Department of Environmental Quality Brownfields Revolving Loan Fund (RLF)

ACTION REQUESTED:

Motion to concur with staff assessment of submitted projects.



June 22, 2020

Ms. Tiffany Schwimmer
Financial Manager/Comptroller
Oklahoma Department of Environmental Quality
707 N. Robinson, P.O. Box 1677
Oklahoma City, Oklahoma 73101-1677

RE: ID#F222001 - Oklahoma Refining Company Operable Unit 2

Dear Ms. Schwimmer:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. Any future communication regarding this proposal should be accompanied by the ID number listed above.

As a result of our review process and comments received, the proposed project, as of this date, does not appear to be inconsistent with area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary. You are also requested to notify this office of the official action taken on this proposal by the agency from which you are requesting assistance.

Please be advised that this letter is not a commitment of funds for your proposal from any funding source but allows you to proceed with your application for funding consideration.

We appreciate this opportunity for review and comment on your proposal.

Sincerely,

Mark W. Sweeney

Mark W. Sweeney, AICP
Executive Director

Chair

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Midwest City Mayor

Vice-Chair

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4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | Fax: 234.2200 | acogok.org



June 23, 2020

Ms. Taima Rolle
Budget Analyst
Administrative Services Division
Department of Environmental Quality
707 N. Robinson, P.O. Box 1677, Oklahoma City, OK 73101

RE: ID#F232001 - Oklahoma National Air Toxics Trend Station

Dear Ms. Rolle:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. Any future communication regarding this proposal should be accompanied by the ID number listed above.

As a result of our review process and comments received, the proposed project, as of this date, does not appear to be inconsistent with area-wide goals and objectives.

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July 7, 2020

Mr. Jeff Myers
Regulatory Program Manager
Oklahoma Corporation Commission
PO Box 52000
Oklahoma City, OK 73152-2000

RE: ID#G72001 - OCC Multipurpose Grant Work

Dear Mr. Myers:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. Any future communication regarding this proposal should be accompanied by the ID number listed above.

As a result of our review process and comments received, the proposed project, as of this date, does not appear to be inconsistent with area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary. You are also requested to notify this office of the official action taken on this proposal by the agency from which you are requesting assistance.

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July 22, 2020

Mr. Jack Heiser
Myers Engineering
13911 Quail Pointe Drive
Oklahoma City, OK 73134

RE: ID#G222001 - Guthrie Water System Improvements

Dear Mr. Heiser:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. Any future communication regarding this proposal should be accompanied by the ID number listed above.

As a result of our review process and comments received, the proposed project, as of this date, does not appear to be inconsistent with area-wide goals and objectives.

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August 10, 2020

Ms. Taima Rolle
Budget Analyst Administrative Services Division
Oklahoma Department of Environmental Quality
707 N. Robinson, P.O. Box 1677
Oklahoma City, OK 73101

RE: ID#H102001 - MPG Workplan Mobile Lab

Dear Ms. Rolle:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. Any future communication regarding this proposal should be accompanied by the ID number listed above.

As a result of our review process and comments received, the proposed project, as of this date, does not appear to be inconsistent with area-wide goals and objectives.

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August 10, 2020

Ms. Tiffany Schwimmer
Financial Manager/Comptroller
Oklahoma Department of Environmental Quality
707 N. Robinson, P.O. Box 1677
Oklahoma City, Oklahoma 73101-1677

RE: ID#H102002 - Brownfields Revolving Loan Fund (RLF)

Dear Ms. Schwimmer:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. Any future communication regarding this proposal should be accompanied by the ID number listed above.

As a result of our review process and comments received, the proposed project, as of this date, does not appear to be inconsistent with area-wide goals and objectives.

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**REGULAR
AGENDA ITEMS
THAT REQUIRES
ACOG BOD ACTION**

ATTACHMENT 6-A

SUBJECT:

ACOG ACTION PLAN FOR THE EDA CARES ACT SUPPLEMENTAL FUNDING AWARD

DATE:

AUGUST 27, 2020

FROM:

MARK W. SWEENEY, AICP
Executive Director

INFORMATION:

On August 18, the Association of Central Oklahoma Governments (ACOG) was officially awarded \$400,000 in supplemental funding from the Economic Development Administration (EDA) Coronavirus Aid, Relief, and Economic Security (CARES) Act Recovery Assistance Initiative to provide a regional response to the unusual and compelling urgency of the coronavirus pandemic. This supplemental funding grant will allow ACOG to address the region's needs on how to prevent, prepare for, and respond to the affects from the current and future pandemic events. Additionally, the supplemental funding will assist ACOG in helping our communities recover from the economic impact of the coronavirus and to facilitate the process of building long-term economic resiliency.

ACTION PLAN SUMMARY:

- 1) **Comprehensive Economic Development Strategy (CEDS) Update:** The 2019 CEDS for the Capital Area Economic Development District (CAPEDD) of Oklahoma will be updated to reflect the development, deployment, and implementation of a pandemic economic recovery and resiliency plan for the region. Staff is currently soliciting quotes from qualified consultants to prepare this new component of the CEDS document in coordination with the CEDS Advisory Committee. An executed consultant services contract is anticipated by the first part of September 2020.
- 2) **Additional Staffing:** The hiring of a Regional Disaster Economic Recovery (RDER) Coordinator and a part-time Planning Assistant for a 21-month period to provide technical assistance and capacity building for member organizations, local businesses, and other local stakeholders impacted by coronavirus. This will entail identifying economic development grant-eligible projects with state and federal resources for locally impacted communities to ensure these entities take full advantage of available funding opportunities. The two new positions will also be involved in facilitating the implementation of locally generated disaster recovery economic development projects developed as part of the updated CEDS. Both positions are targeted to be filled by October 2020.
- 3) **Planning Demonstration Projects:** A portion of the supplemental funding will be dedicated for three or four planning demonstration sites at activity/town centers identified in the Encompass 2040 Plan for the MPO. This will entail a competitive RFP application process with the intent to select a diverse group of planning demo

sites that will represent small, medium and large communities. Professional consultants will be utilized to provide technical services and guidance to those communities with a designated demonstration site. The primary objective of this initiative is to promote innovative and strategic community projects that address the following goals: economic prosperity, housing choices, mobility options, healthy/inclusive community, concentrated/balanced growth, and preservation of environmental/natural resources. Planting the seeds that will grow into long-term economic resiliency and creating a model for other communities to emulate is the purpose of this initiative. The details and criteria for this program are still being developed and will be presented later this fall.

The grant contract, which began on July 1, 2020 and ends on June 30, 2022, will be managed and coordinated by the Community & Economic Development Department. The supplementing funding also complements and enhances our current EDA, CDBG, REAP, and CIP Programs for the ACOG region.

Critical to our success is ACOG's relationship with both the public and private sector throughout its 4-county region of 50 jurisdictions. These positive and productive relationships will significantly aid in ACOG's ability to create an effective, comprehensive, and deployable regional pandemic disaster recovery plan that will meet their current and future needs.

ACTION REQUESTED:

For information only.

ATTACHMENT 6-B

SUBJECT:

MYGOVERNMENTONLINE AGREEMENT

DATE:

AUGUST 27, 2020

FROM:

MARK W. SWEENEY, AICP

Executive Director

INFORMATION:

Over the past six months I have had several discussions with ACOG leadership about a new opportunity that would provide a needed service to our member governments and would generate a non-governmental revenue source for the organization. This initiative is referred to as "MyGovernmentOnline," which is a suite of proprietary software applications created by the South Central Planning Development Commission (SCPDC) of Louisiana that assists governmental jurisdictions with building plan review, permitting, planning & zoning, and the building inspection process.

To better explain this innovative service model and to get everyone thoroughly acquainted with SCPDC, I will provide a PowerPoint presentation at the August 27 Board meeting and will answer your questions. Briefly, I would like to highlight the following key factors that set MyGovernmentOnline apart from other software applications that are provided by the private sector:

- Created by Government for Government (No RFP Process Required)
- Zero Up-Front Costs and Setup Fees
- Free Tech Support
- No Extra Charge for Software Upgrades

Under the proposed inter-local government agreement with SCPDC, ACOG would become the statewide sales and support representative for the agency and would be promoting, marketing, and supporting the use of the software application throughout Oklahoma. ACOG, in turn, would be paid a royalty (fee) for its efforts associated in securing signed License Agreements with governmental jurisdictions.

The initial contract between ACOG and SCPDC would be for a period of one-year and thereafter the agreement would be renewable for successive one-year periods. The fee structure for ACOG, which is based on the permit volume package selected by the governmental jurisdictions, would be 15 percent the first year, 10 percent the second year and 5 percent the third year. After year three, there would be no amount of fees shared with ACOG.

Please note that I have extensive experience with marketing SCPDC's software applications. I was instrumental in setting up my previous employer, the Capital Area Council of Governments (CAPCOG) in Austin as the sole representative for what was then called "MyPermitNow" for the entire state of Texas. Today, cities such as San Marcos, and Georgetown, as well as Travis County in the CAPCOG area are satisfied customers of the software application. Likewise, I successfully marketed "MyGovernmentOnline" to the Shreveport-Caddo Metropolitan Planning Commission (MPC) and the City of Shreveport, Louisiana, where it was fully implemented the year after I left the MPC to become the Executive Director of ACOG.

The proposed agreement has been reviewed by ACOG's Legal Counsel, Pete White, and he has determined that the contract is in accordance with Oklahoma state law. If approved by the Board, staff will first design a strategic marketing and information plan for the member governments of ACOG. Once significant progress has been made in our region, then a statewide marketing strategy will be developed for MyGovernmentOnline.

ACTION REQUESTED:

Authorization for the Executive Director to negotiate and execute an inter-local government agreement with South Central Planning Development Commission (SCPDC) of Louisiana for ACOG to serve as the statewide sales and support representative for the agency for promoting, marketing, and supporting the use of the MyGovernmentOnline software application throughout the state of Oklahoma.